



ILLINOIS


Rod R. Blagojevich, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

Michael M. Rumman, Director

MEMORANDUM

TO: Telecommunications Coordinators

FROM: Alice Engle, Chief of Operations 
Division of Telecommunications
Bureau of Communications and Computer Services

DATE: April 11, 2003

SUBJECT: State of Illinois Telephone Directory – State Web Site Upgrade

DIRECTORY NOTIFICATION

Beginning Monday, May 5, 2003, the state's web site will feature complete agency departmental listings --- exactly as they appear in the departmental section of the Illinois State Telephone Directory MONIES database. Web site users will be able to print off the entire departmental section of the state directory in a PDF file, or search by a specific state agency and print the departmental section for that specific agency. **It is extremely important that all agencies review the accuracy of each alphabetical and departmental entry, in addition to verifying the order placement of each departmental listing** as the general public and state employees will be using the web site to verify address and phone listings. Changes made to the MONIES database will be refreshed on a daily basis and furnished to the web site.

This new directory print feature will allow all Telecommunications Coordinators to "proof" departmental listings with greater regularity and will be a time-saving tool for anyone seeking assistance from any office of state government. In addition, an agency-specific directory web search will state, "All contact information is provided by the Telecommunications Coordinator for the ABC Agency."

CMS is pleased that, in conjunction with the State of Illinois Technology Office, the web site upgrade can be implemented as a valuable tool to Telecommunications Coordinators, state employees at all levels, and the general public. Web site access to this vital government contact information will undoubtedly save state revenue by reducing the need for actual printed copies of the State of Illinois Telephone Directory.